



Alabama Behavior Analyst Licensing Board

Application Instructions

v. December 24, 2020

Before beginning the application process, please read carefully.

- The Alabama Behavior Analyst Licensing Board (ABALB) offers licenses to Board Certified Behavior Analysts® and Board Certified Assistant Behavior Analysts® certified by the Behavior Analyst Certification Board®.
- The application process is described below in detail. If you have questions, please email us at balicense.dmh@mh.alabama.gov or leave us a message at 1-800-392-0821. We will get back to you as soon as possible (typically with 2 business days).

Application requirements:

1. Complete the **online application** available at <https://appengine.egov.com/apps/al/abalb/initial> and pay the required fees (*You will pay by credit card at the end of the application online. There is a 4% convenience fee collected in addition to the board's fees listed below.*)
 - a. ABALB Application Fee: \$25
 - b. ABALB Licensure Fee
 - i. Licensed Behavior Analyst (LBA): \$150
 - ii. Licensed Assistant Behavior Analyst (LABA): \$100
2. If you are or have been licensed in another state, use the **ABALB License Verification** form to request a license verification for each state. (*You'll send a form directly to the other state(s), and they'll return it or an equivalent form directly to us.*)
3. If you are an Assistant Behavior Analyst, submit an **ABALB Proof of Supervision** form (*must be signed by an AL License Behavior Analyst*)

What to expect after you've submitted your application:

1. You will receive an automatic email confirmation when your application and fees are submitted.
2. The Board will submit a background check request using the email address you include in your application. You will receive an email from AccuSource with a link to initiate your background check and pay the applicable fees.
3. The Board will verify your certification with the BACB®, confirm receipt of your License Verification/Proof of Supervision forms (if applicable), and review your background check results. Applications are typically approved within a week unless your background check results require discussion, in which case it will be handled at the next scheduled board meeting.
4. You will receive an email with a receipt and your license once your application is approved. The Board will mail your certificate to the mailing address you provided on your application soon after your license is approved.